Maine Department of Transportation
Application for *Non-Reflectorized**
Official Business Directional Sign Permit(s)
(Not applicable for National Highway System*)

EFFECTIVE 1/1/2020 Applications for non-reflective signs will no longer be accepted.

DIRECTIONS: Please fill in <u>BOTH</u> sides of this application and bring it to your town office for municipal approval. After you receive municipal approval, please send this form plus a check for $30 <u>per sign/intersection</u> made out to ***Treasurer, State of Maine*** to: **MaineDOT, (ATT: Traffic OBDS) 16 State House Station, Augusta, Maine 04330-0016.** *If you are reactivating a cancelled account, please pay an additional $30 for the reactivation fee.*

Each application represents signage at one intersection. If requesting signage at more than one intersection, please complete a separate application for each intersection along with your payment. Application fees are non-refundable. You will be billed electronically, each year at the rate of $30 <u>per sign/intersection</u>. **Please do not have your sign made until we notify you that your application has been approved and the exact dimension of the sign we are allowing. (This may depend on other signs at the intersection or other factors.) You can expect to receive notification of this approval in approximately six-eight weeks.** In the meantime, if you have questions please visit our website: www.maine.gov/mdot/traffic/obds or call us at (207) 624-3611. We're always happy to help.

Business, Civic, or Non-Profit: _____ Phone: _____

Mailing Address:_____

City/Town: _____ State: _____ Zip Code: _____

Contact Person: _____ Phone: _____

Signature: _____ Date: _____

Sign(s) Location (City/Town) _____ County: _____

Physical Address of Business, Civic or Non-Profit: _____

Email Address (Summer):_____

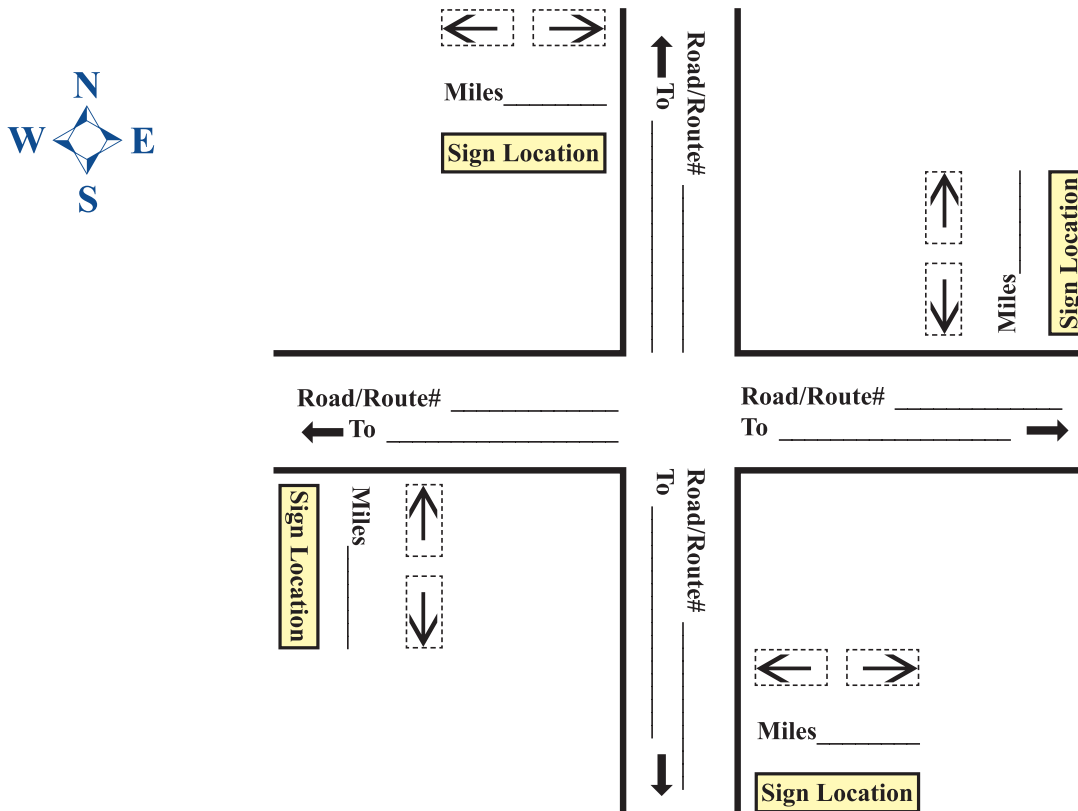Email Address (Winter if different): _____

LEGEND

SYMBOL OR LOGO (OPTIONAL)

14 characters per line allowed; including spaces. 1 or 2 lines of print only.

DISTANCE (IN MILES)

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14 characters per line allowed; including spaces. 1 or 2 lines of print only.

SYMBOL OR LOGO (OPTIONAL)

Applicants may use a maximum of 14 characters (per line), including spaces on the legend and attach sample of the logo image (if logo is desired) with application.

CONTINUED on Back ▶

Using the diagram below, please give information to locate requested intersection:

1. Circle sign location(s) desired: (Sign Location)

2. Circle number of signs requested at this intersection: *1*   *2*

3. Insert route #/and road names on diagram.

4. Insert distance from intersection (not sign location) to Business, Civic, or Non-Profit.

   (on miles line):   **1 ½**

5. Circle direction to business, civic, or non-profit and cross out arrow which does not apply: ←   ⤨

Diagram

```
                    ←   →
                                    Road/Route# _____
                 Miles_____       To ___
                                                          ↑
              N                     Sign Location         
            W ◆ E                                         ↓      Miles   Sign Location
              S
                                    Road/Route#
    Road/Route# _____       To
    ← To _____            _____ →

    Sign Location   Miles   ↑       Road/Route# _____
                       ___          To
                            ↓
                                          ←   →
                                    Miles_____
                                    Sign Location
```

Municipal Approval *(Required before submitting)* **I certify that sign(s) applied for herein comply with local ordinances,**

Restrictions:_____   By: _____   Date: _____

   (Signature-*Municipal Official*)   (Title)

DO NOT WRITE BELOW THIS LINE/OFFICE USE ONLY

Maine DOT APPROVAL: _____   **Date:**_____

Exact Location 1: _____

_____

Exact Location 2: _____

_____

NOT APPROVED: _____

(Maine DOT Reviewer: State reason(s) for non-approval)